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14 MAR 1957

Chief, Audit Staff

Chief, Records Management Staff

Audit of the Records Disposition Program

25X1A9a

1. Attached is the revised Records Control Schedule prepared by Mr. [REDACTED]. This schedule supersedes the previous schedule dated April 1954.

2. Approximately 27 percent of the total volume (60 cubic feet) of records have been scheduled as having permanent value, the balance is temporary and may be destroyed periodically. These records are filed in 14 pieces of filing equipment having a replacement value of \$4,866.00.

3. The cooperation and assistance of Mr. [REDACTED] of 25X1A9a your Staff has made possible the continuing development of an effective Records Control Schedule which should be of assistance in the management of an important part of the Agency's records.

25X1A9a

Attachment:

Records Control Schedule No. 33-57

in R. D. Branch

25X1A9a

Mgt/S/RM [REDACTED] jml(14Mar.57)

[Signature]
3/14/57

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ORIGINAL DOCUMENT MISSING PAGE(S):

NO ATTACHMENT